

## Workers' Compensation Technician I



A non-merit Workers' Compensation Technician I position in Jefferson City is now being filled in the C.A.R.E Unit of the Division of Workers' Compensation.

### Major Job Components:

- Review and evaluate and process documents such as Claims, First Reports, Medical Report, Etc.
- Communicate with Attorneys, Insurance Carriers, Employers, Third Party Administrators and Employees.
- Receive and Answer telephone calls, written, and verbal inquires.
- Identify documents that are incomplete and request new or additional information

Starting salary \$1011.50 semi-monthly.

Interested individuals please email a DOLIR employment [application](#) and transcript to: [humanresources@labor.mo.gov](mailto:humanresources@labor.mo.gov) or fax to 573-751-3668 by March 22, 2013.

Inquires may be directed to Dorothy Session at (573)751-3584 in Human Resources.

Please review the minimum qualifications at:

<http://oa.mo.gov/pers/ClassSpecs/0601.htm>

EEO/ADA Employer